Lucent Technologies
Bell Labs Innovations

INDeX Taskbar User Manual

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Introduction

General

INDeX Taskbar provides the ability to launch the INDeX applications (e.g. Call Centre Manager, Voice, etc.). The Taskbar also provides a built in security through a logon procedure, i.e. you must log on to the Taskbar before launching the INDeX applications.

INDeX Taskbar provides User Access Level as well as Password Protection for the INDeX applications.

When you install the INDeX Applications, an entry for the Path and description of the application, represented by a button, appears on the INDeX Taskbar.

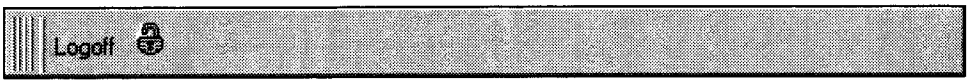
Launching INDeX Taskbar

Every time the PC is switched on, the INDeX Taskbar appears at the top of your screen.

However, you can start the INDeX Taskbar, by performing the following step:

1. From the Windows NT/95 taskbar click Start, point to Programs and then point to StartUp and select INDeX Taskbar.

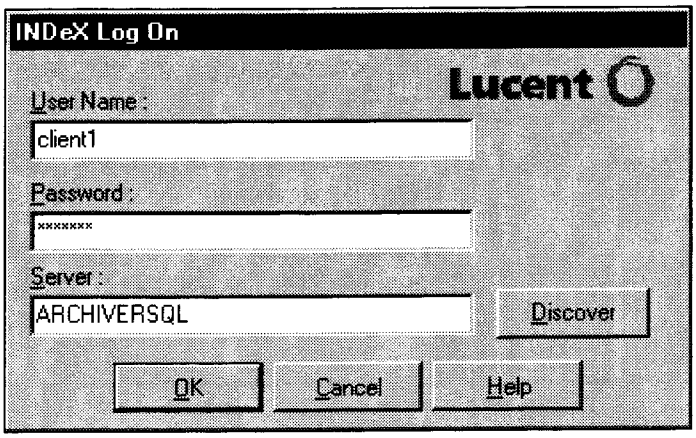
   In Windows NT, there are 2 Start Up groups use the lower option.



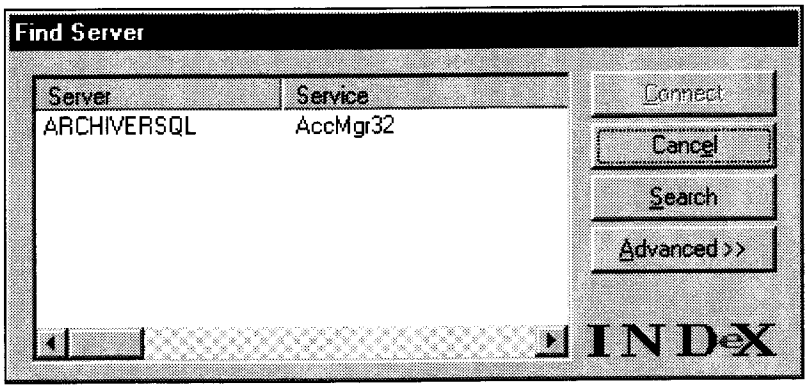
Log on to the INDeX Taskbar

To be able to use the INDeX Taskbar, you need to Logon.

1. From the INDeX Taskbar click , the following screen appears:

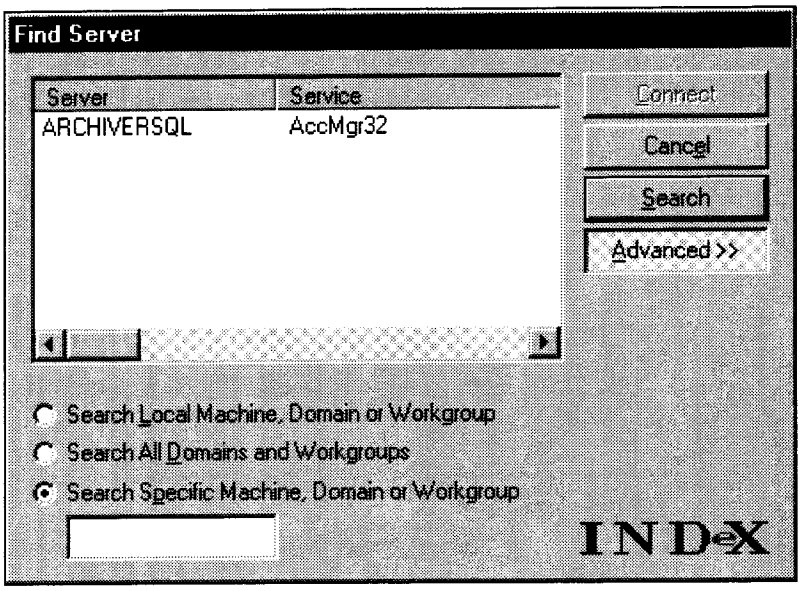


2. Enter your Name and Password. If you know the name of Access Manager enter it and then click *OK*.
3. However if you **do not know** the name of the Access Manager, click *Discover*, the Search screen appears, followed by the **Find Server** screen, which indicates the **INDeX Taskbar** has located the available Access Manager(s):



a) Select the required Access Manager, then click *Connect*.

b) If your required Access Manager is not listed, then click *Advanced*, the following screen appears:



c) Select one of the options, then click *Search*.
   - Search Local Machine, Domain or Workgroup;
   - Search All Domains and Workgroups;
   - Specific Machine, Domain or Workgroup, then type the name of the Access Manager

d) From the listed Access Manager(s) select the required one, then click *Connect*.

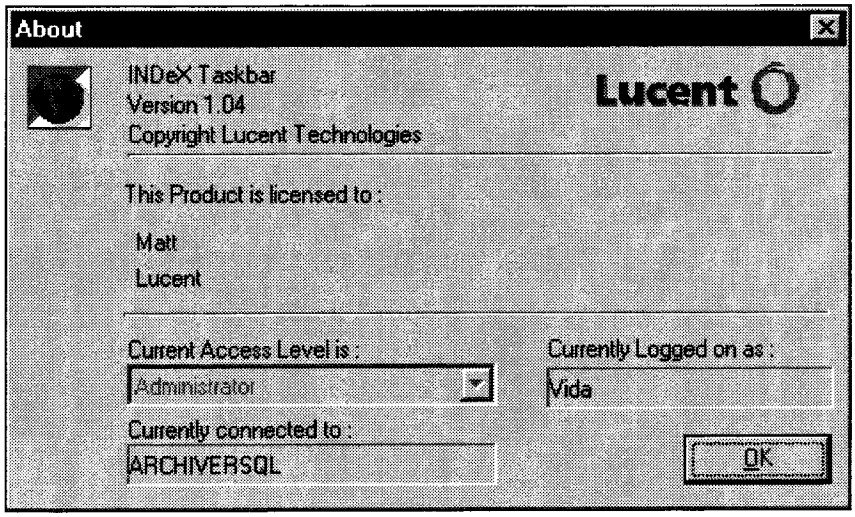
Managing INDeX Taskbar

Once you have logged on to the Taskbar, click the right hand mouse button on the INDeX Taskbar, the following options are available:

1. About – Provides information relating to the INDeX Taskbar.
2. Minimise – This option minimises the INDeX Taskbar and appears as a button on the Windows Taskbar;
3. Customise the INDeX Taskbar (e.g. Add/delete application icon on the Taskbar) – available when you have logged on with the Administrator Access Level;
4. User Setup (i.e. Add/delete/modify Users with their individual password and Access Rights) – available when you have logged on with the Administrator Access Level;;
5. Exit – Quits the INDeX Taskbar application.

About Taskbar

When this option is selected the following screen appears:



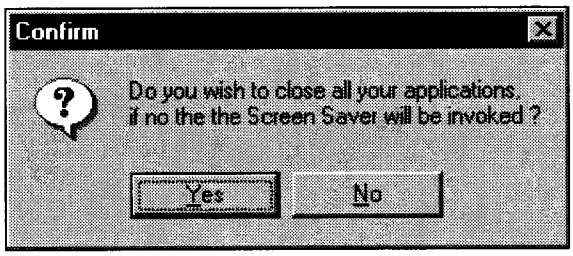
This screen provides the following information:

- Version of the INDeX Taskbar;
- The User's Access Level;
- The INDeX Access Manager the INDeX Taskbar is connected to.

Click *OK* to close the screen.

Log off from the INDeX Taskbar

1. From the INDeX Taskbar click , the following screen appears:



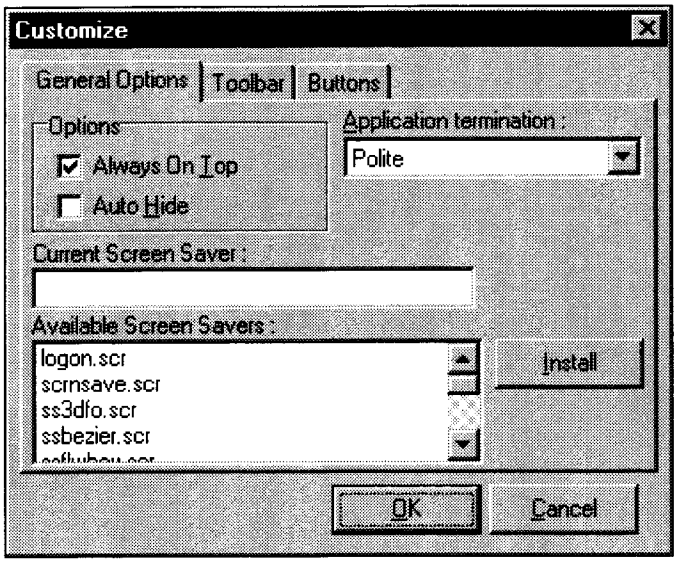
2. Click *Yes/No* as required.

Customising the INDeX Taskbar

General

This option is available when you log on with Administrator Access Level.

Once you have logged on to the Taskbar, click the right hand mouse button on the INDeX Taskbar and select Customise, the following screen appears:



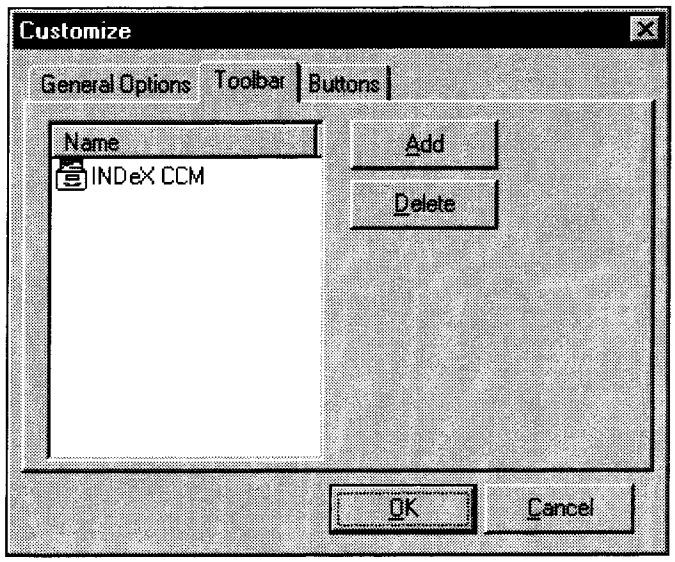
General Options Tab

The following Options are available:

1. Always On Top – INDeX Taskbar stays on top of the screen.
2. Auto Hide – It hides the Taskbar. To redisplay the Taskbar, point to the area of your screen where the taskbar is located. For example, if your taskbar is located at the top of your screen, point to that area.
3. Application Termination:
   - Polite: Currently not supported
   - Aggressive: Currently not supported
4. Current Screen Saver: When you log off from the INDeX Taskbar, the selected Screen saver is invoked. To change the Current Screen Saver, select a Screen Saver from the Available Screen Savers list and then click *Install*, the Windows Screen Saver screen appears which enables you to change the setting of the selected Screen Saver.
5. Available Screen Savers: When the INDeX Taskbar is installed the Windows Screen Savers are automatically embedded within the INDeX Taskbar.
5. Click *OK*.

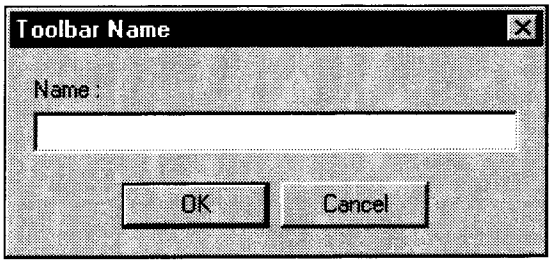
Toolbar Tab

The following Options are available:



When you install INDeX applications, for each application a toolbar is displayed on the INDeX Taskbar. This option enables you to Add or Delete application Toolbar.

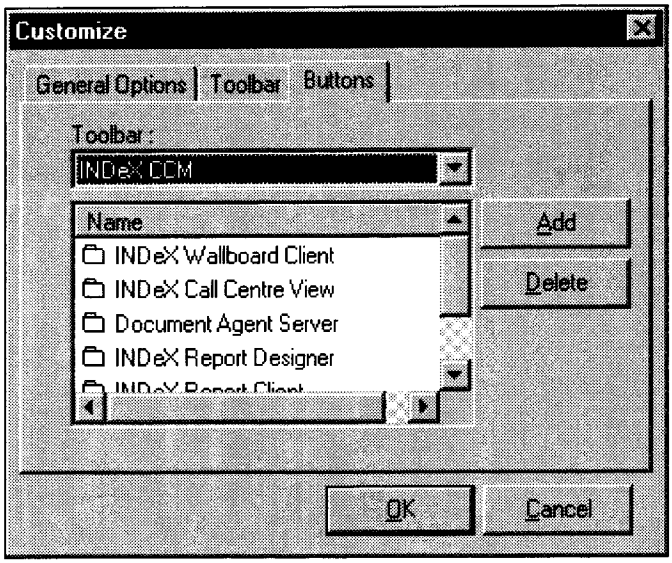
1. Click *Add*, the following screen appears:



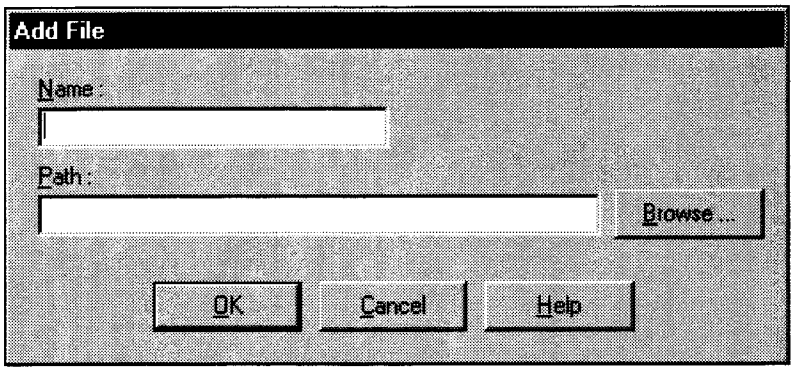
2. Type a Name and then click *OK*.
3. To Delete an application toolbar, select the application and then click *Delete*.
4. Click *OK*..

Buttons Tab

The following Options are available:



1. To remove an application button, select the application and then click *Remove*.
2. To add an application button, select the application from Toolbar, click *Add* File, the following screen appears:

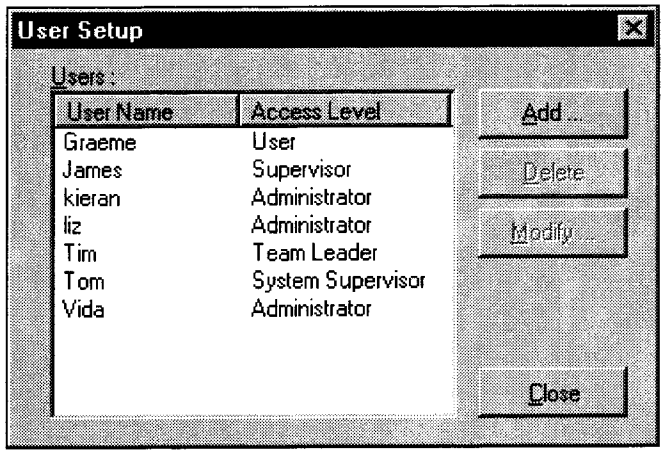


3. Enter a Name for the application.
4. Click Browse and select the application Path. Click *OK*.

User Setup

This option is available when you log on with Administrator Access Level.

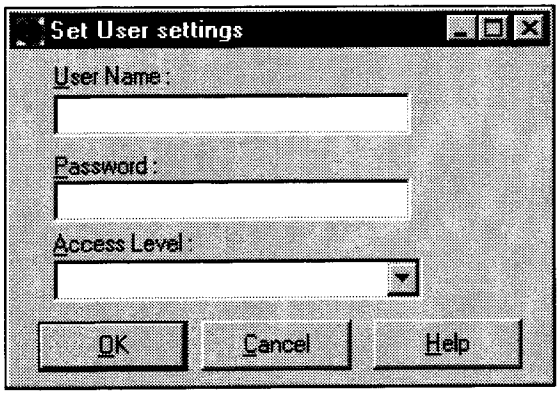
Once you have logged on to the Taskbar, click the right hand mouse button on the INDeX Taskbar and select User Setup, the following screen appears:



When finished with this screen, click *Close*.

Add Users

1. To add Users click *Add*, the following screen appears:



2. Insert User Name and Password, select the required Access Level.

The following Access Levels are available:

- Administrator
- System Supervisor
- Supervisor
- Team Leader
- User

It is necessary to set the Access Level appropriate to the User applicable to the INDeX Applications (e.g. Call Centre Manager Modules).

3. Click *OK*.

Delete Users

To remove a User from the list, select the User and click *Delete*.

Modify Users

To make changes to a Users settings, select the User and click *Modify*, from the Set User Settings screen Make the appropriate modifications and then Click *OK*.

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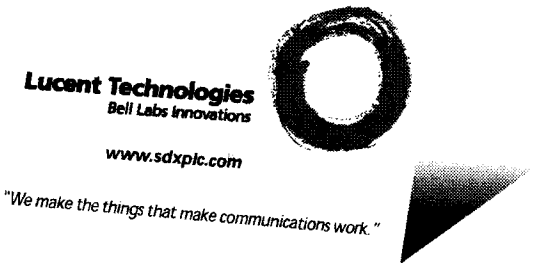

Sterling Court
15 - 21 Mundells
Welwyn Garden City
Hertfordshire AL7 1LZ
England
Tel: +44 (0) 1707 392200
Fax: +44 (0) 1707 376933
Email: contact@sdxplc.com
Web: http://www.sdxplc.com